

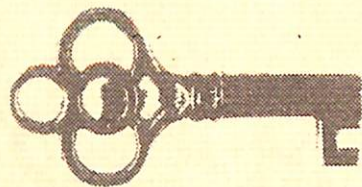
**Advance Your
Degree
Your Career
Yourself**

**YOU'RE TOO
BUSY TO GO TO
COLLEGE?
NOT ANYMORE.**



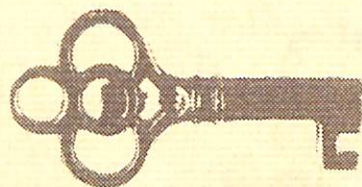
External study courses are designed for busy people like you who want to begin or continue their college education. They are no easier than courses on campus, but they are more convenient.

External Studies uses college-level course packages specifically designed for Independent Study. In addition to you, there are three important elements in an External Studies course: course books, audio/visual materials and an on-campus faculty member. Although the program requires a minimum of four on-campus visitations with your course instructor, most scheduling is done according to your needs.



ENROLLMENT IS EASY!

You may enroll in External Studies at any time during the year by calling 225-1321, ext. 223 (toll free 1-800-742-9519). Five months is allowed for completion of a course. Tuition fee is \$15.00 per credit hour. The incidental fee for each course is \$10.00. The fee for textbooks differs with each course.



NEED SOME HELP DECIDING?

Just give us a call. We will be glad to discuss your education and career plans and how Dodge City Community College can help you set or reach your goal. Call 225-1321, ext. 223.

THE COURSES:

Course	Hrs
BUSINESS	
Accounting I, II	3
Bookkeeping I, II	2
Business Law I, II	3
Business Machines	3
Business Mathematics	3
Typewriting I	3



Course

	Hrs
Typewriting II	3
Typewriting III	3
Principles of Management	3
Intro. to Business (video)	3
Intro. to Data Processing	3
Legal Secretary	2
Medical Ward Secretary	2
Office Records Management	2
Personal Finance (video)	3
Princ. of Econ. I: Macro Econ.	3
Salesmanship	3
Shorthand I, II	3
Small Business Management	3
Intro. to Computers	3
SOCIAL SCIENCE	
American Nat'l Gov't (video)	3
General Psychology (video)	3
History of Bible Times (video)	3
History of Christianity (video)	3
Human Growth & Develop. (video)	3
Principles of Sociology I	3
Women In Society	3
FINE ARTS & HUMANITIES	
Classical Theatre (video)	3
Humanities Through The Arts (video)	3
GENERAL INTEREST	
Basic Applied Mathematics	3
Home Gardening (video)	2
Intro. to Interior Design (video)	3
Intro. to Nutrition in Health & Disease	3